

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
NOVEMBER 1, 2010 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on November 1, 2010 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. Helen Price Johnson, Chair, Angie Homola, Member, and John Dean, Member were present. The meeting began with the Pledge of Allegiance.

**PUBLIC INPUT OR COMMENTS**

None

**CONSENT AGENDA (Recording @ 1:07)**

*[Documents on file with the Clerk of the Board]*

BY UNANIMOUS MOTION (3-0) the Board approved the following items presented on the Consent Agenda with the exception of Item 3, *Ordinance C-90-10 Revising ICC 2.29.010 and 2.29.050, Service Contract Review Procedures*, moved to the Regular Agenda for discussion:

Pre-audited vouchers: \$322,813.84  
Warrants: \$380,091.14  
Electronic funds transfers: \$1,384.02  
Minutes from previous meeting(s): None presented

**Commissioners**

Letter to Elson Floyd, President, WA State University thanking him for his visit and interest in the Board's priorities for the Extension office.

**Human Resources - Personnel Action Authorizations**

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Assessor	067/10	Appraiser Level 2	107.01	Personnel Action	09/20/10
Clerk	068/10	Deputy Clerk I Collections	503.05	Personnel Action (Increase hours)	11/01/10

**Public Works - County Roads**

Purchase Order No. 9233 – Owen Equipment; Repair of Vactor Truck; \$10,232.29 (incl WSST) (RM-PW-10-425) (PW-1020-092)

**Public Works**

Supplemental Agreement No. 1 – Geo Test Services, Inc.; Time extension to December 31, 2010. (RM-PW-10-418) (PW-1020-095)

**WSU Extension**

Amendment No.2 to the Project Services Agreement between Island County for the Marine Resources Committee and Sarah Schmidt, dba Terrafilia. This Amendment adds hours in order to complete tasks funded by DOE/NWSC Grant No. G1000001. Amount: \$6,325. (RM-WSU-10-0420)

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**REGULAR AGENDA (Recording @ 6:30)**

*[Documents on file with the Clerk of the Board]*

**Commissioners**

Ordinance C-90-10 Revising ICC 2.29.010 & ICC 2.29.050 – Service Contract Review Procedures

The proposed ordinance would change the threshold for contracts requiring review by the Prosecuting Attorney's office. The current threshold (\$5,000) has not been changed since the mid-1990s. The proposed ordinance would raise the threshold to contracts exceeding \$20,000.

Commissioner Homola asked that the ordinance be tabled until a level of expectation is determined with respect to boilerplate language and guidelines relative to risk. She indicated that Mr. Banks was going to locate previous documents issued by Mr. Jamieson that were somewhat of a boilerplate for contracts that could be reviewed for use. The Commissioner would like to see a form of standardization between departments with approval by Mr. Jamieson of standard contract language.

Ms. Marlow indicated that historically the Prosecutor routinely does not check for content so that is not changing with the proposed ordinance. Public Works, Human Services, and Public Health, the departments that do the majority of contracting, already have standard language and standard contracts in place. Other departments do not contract as much and work mostly from vendor-issued contracts. Ms. Marlow will provide examples of standardized forms used in Public Health, Human Services, and Public Works. She will also work with Ms. Kemp and Mr. Jamieson for content guidelines. Risk Management already has language in place for insurance provisions, approved by the Risk Pool, and that language will be provided as well.

MOVED BY HOMOLA, SECONDED BY DEAN, to TABLE consideration of Ordinance C-90-10. MOTION CARRIED: 3-0

**Planning & Community Development**

PLP 225/07: Penn Cove Park Division 3, Subdivision Final Plat Approval (Parcel No.R13222-197-1650) located on Central Whidbey, north of Penn Cove.

Staff indicated that the proposed plat has been reviewed by Public Works, Public Health, and Planning for compliance with codes and recommended approval.

MOVED BY DEAN, SECONDED BY PRICE JOHNSON, to APPROVE PLP 225/07.  
MOTION CARRIED: 2-1 (*Commissioner Homola opposed as she asked that the matter be tabled until she has a better understanding of the project*)

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**PUBLIC HEARINGS (Recording @ 21:05)**

*[Documents on file with the Clerk of the Board]*

**Public Works**

Franchise #391 – Franchise for a sewer transport line located in County rights-of-way known as Wateredge Drive and Clyde Road located in Section 2, Township 29N, Range 3E, Whidbey Island. (RM-PW-01-325)(PW-1020-060)

Mr. Oakes explained that the Franchise is for an offsite drainage system for a residential lot. The Franchise was reviewed by Public Health, Planning, and Public Works and staff recommended approval.

The Chair opened the floor to public comment and there being none, public comment was closed.

MOVED BY HOMOLA, SECONDED BY DEAN, to APPROVE Franchise #391.  
MOTION CARRIED: 3-0

Franchise #392 – Franchise for a sewer transport line located in County rights-of-way known as Cool Road and Sunset Drive located in Section 3, Township 31N, Range 3E, Camano Island. (RM-PW-10-398) (PW-1020-084)

The Franchise is for a sewer transportation line to an offsite drainfield for three lots on Camano. It also was reviewed by Public Health, Planning, and Public Works and Mr. Oakes recommended approval.

The Chair opened the floor to public comment and there being none, public comment was closed.

MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE Franchise #392.  
MOTION CARRIED: 3-0

**COMMISSIONERS COMMENTS & ANNOUNCEMENTS (Recording @ 28:00)**

Letter to Freeland Water and Sewer District in support of the District's application to fund the Freeland Sewer System project through the Washington State Department of Ecology's Centennial Clean Water and Water Pollution Control Revolving Fund Loans and Grants Program.

MOVED BY HOMOLA, SECONDED BY DEAN, to APPROVE signature of the letter.  
MOTION CARRIED: 3-0

**Commissioner Homola**

**Budget**

The Commissioner would like to gather updated flow charts and executive summaries from departments to show over the last three budget cycles what has transpired in the way of impacts. Having both would help the Board when moving forward with the next steps on the

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reorganization and budget forecast for the next five years. She believes it important to keep the public informed of the effect of the budget shortfall on the County.

Chair Price Johnson believes it helpful to look forward at this point rather than backwards. Looking at flow charts and how departments have changed over time creates an expectation that they may go back to the way they were which is not a reasonable assumption. She is reluctant to put additional burdens on departments at this time.

Commissioner Dean urged the Board to wait and not make any request of Appointed Department Heads and Elected Officials until departments have had an opportunity to digest what is now before them.

Ms. Marlow recapped the scope of the conversations from the Restructuring Committee meetings. It is expected that the Committee will have its first recommendation to the Board November 17. A retreat will be scheduled following the Committee's recommendation.

Launching of the Chetzemoka

The Board agreed to individually pay for a joint ad in the Whidbey Examiner to include a photograph of all three.

Jail Remodel

De Dennis, Dan Sherk, and Public Works will be asked to meet and flesh out details of the Jail remodel issue then bring a recommendation to the Board at an upcoming Work Session.

Interim Director of Emergency Management

MOVED BY HOMOLA, SECONDED BY DEAN, to APPOINT Bill Oakes as Interim Director of Emergency Management. He will be asked to participate in the interview process for that position. MOTION CARRIED: 3-0

ICOM Meetings

The Board will, at the time of designating Board committees, appoint Ms. Marlow as an alternate.

Ms. Marlow reviewed the Board's calendars.

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There being no further business to come before the Board the meeting adjourned at 10:59 a.m.  
The Board will meet next in Regular Session on November 8, 2009 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Helen Price Johnson, Chair

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Angie Homola, Member

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John Dean, Member

ATTEST:

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Elaine Marlow  
Clerk of the Board